

**TENBURY TOWN COUNCIL 2015/16 FS03**

Minutes of the **FINANCE AND STAFFING GROUP** meeting held on **MONDAY 27<sup>th</sup> July 2015** at **7:30 pm** in the Pump Rooms, Teme Street, Tenbury Wells

**PRESENT:** Cllr S Bowkett, Cllr D Ingram, Cllr J Morgan, Cllr D Patrick, Cllr S Perry, Cllr E Weston (Chair), Cllr M. Willis (Mayor)

**APOLOGIES:** Cllr J Fielder (Deputy Chair),

**IN ATTENDANCE:** Town Clerk

**3.1 Apologies. To consider the acceptance of apologies for absence from Councillors**  
Apologies had been received from Cllr Fielder.

**RESOLVED** that apologies be accepted.

**3.2 Declarations of Interest.**

None

**3.3 Public Participation**

None

**3.4 To approve as a true and accurate record the resolutions and Minutes of the previous meeting held on 29<sup>th</sup> June 2015.**

The Minutes of the previous meeting held on 29<sup>th</sup> June 2015 were approved and signed by the Chairman as a true and correct record of proceedings.

**3.5 To review the budget for the year and the Council's financial position to date**

Members noted that the petty cash appeared to be over budget and on investigation it was found that a sum of £500 had been posted to the wrong column – it should have been posted to the Skate Park project as it related to funding application consultancy work. The Clerk apologised for this error; it was amended and the figures restated correctly. All areas remained within budget and Councillors agreed that all was acceptably within control. Corrected figures attached Appendix A.

**RESOLVED** that ,the error having been fixed, the budget position be accepted.

**3.6 To confirm payments authorised from Council bank accounts and monthly reconciliation of bank accounts.**

The Chairman confirmed that the Bank Accounts reconciled correctly with authorised payments.

**3.7 To approve the Monthly Accounts for July 2015 and the Outstanding Accounts for August 2015 for recommendation to Full Council.**

Attached Appendix B

**RESOLVED** that the Monthly Accounts to July 2015 and any Outstanding Accounts for August 2015 be approved and so presented for ratification by Full Council.

**3.8 Correspondence**

None

**3.9 Councillors' reports and items for future agenda**

None

Meeting closed at 7:53 pm

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FACILITIES							FACILITIES				
EXPENDITURE	ORIGINAL BUDGET	From RESERVES	Total Budgeted Spend incl Reserves	ACTUAL	PROJECTED TO DATE	% of Budget Reached TO DATE	INCOME	ORIGINAL BUDGET	ACTUAL	PROJECTED TO DATE	% of Budget Reached TO DATE
	2015-16	2015-16	2015-16	Jul-15	Aug-15			2015-16	Jun-15	Jul-15	
<b>Pump Rooms</b>							<b>Pump Rooms</b>				
Gas	1300		1300	183.08	183.08	14%	Bookings	4000	1084	1505.5	38%
Electricity	1100		1100	218.04	218.04	20%					
Water	150		150								
Rates	3100		3100	1,230.00	1,537.00	50%					
Building Maintenance	2000		2000	170.71	170.71	9%					
Fire Extinguishers/Alarm	200		200	90.00	90.00	45%					
Electrical Maintenance/Checks	200		200								
Boiler Maintenance	200		200	85.00	85.00	43%					
Cleaning Materials/Disposables	50		50								
Wedding License		1750	1750								
Project Reserves	4000		4000								
<b>Pump Rooms</b>	<b>12300</b>	<b>1750</b>	<b>14050</b>	<b>1,976.83</b>	<b>2,283.83</b>	<b>16%</b>		<b>4,000.00</b>	<b>1084</b>	<b>1505.5</b>	<b>38%</b>
<b>Regal</b>							<b>Regal</b>				
Building Maintenance	2500		2500		915.48	37%					
Project Reserves	4000		4000	1,984.50	4,000.00	100%	Rent	4400	1,101.00	1,468.00	33%
RTT Grant Donation	10000		10000	5,000.00	5,000.00	50%					
<b>Regal</b>	<b>16500</b>		<b>16500</b>	<b>6984.5</b>	<b>9915.48</b>	<b>60%</b>		<b>4400</b>	<b>1101</b>	<b>1468</b>	<b>33%</b>
<b>REGAL &amp; PUMP ROOMS</b>	<b>28800</b>	<b>1750</b>	<b>30550</b>	<b>8961.33</b>	<b>12199.31</b>	<b>40%</b>	<b>REGAL &amp; PUMP ROOMS</b>	<b>8400</b>	<b>2185</b>	<b>2973.5</b>	<b>33%</b>
<b>Palmers Meadow</b>							<b>Football Club</b>	<b>1006</b>	<b>493.00</b>	<b>493.00</b>	<b>49%</b>
Grass Cutting	2300		2300	330.00	330.00	14%	Rugby Club	614			
Hedge Cutting	200		200				May Fair	735	735.00	735.00	
Car Park Rates	4360		4360	1728.00	2160.00	50%	Scout Hut	5			
Repainting of Carpark Lines		2000	2000				Skip Rent, annual.	225			
Project Reserves Skate Park	2000		2000	500.00	500.00	25%					
Project Reserves Car Park	4000		4000								
<b>Palmers Meadow</b>	<b>12,860.00</b>	<b>2,000.00</b>	<b>14860</b>	<b>2,058.00</b>	<b>2,490.00</b>	<b>17%</b>		<b>2,585.00</b>	<b>1,228.00</b>	<b>1,228.00</b>	<b>48%</b>
<b>Changing Rooms</b>							<b>Changing Rooms Meter</b>	<b>250</b>	<b>51.00</b>	<b>51.00</b>	<b>20%</b>
Electricity	550		550	108.13	108.13	20%					
Water	170		170	78.29	78.29	46%					
Building Maintenance	500		500		200.00	40%					
Electrical Maintenance	500		500								
Project Reserves	2000		2000								
<b>Changing Rooms</b>	<b>3720</b>		<b>3720</b>	<b>186.42</b>	<b>386.42</b>	<b>10%</b>		<b>250</b>	<b>51</b>	<b>51</b>	<b>20%</b>
<b>PALMERS MEADOW</b>	<b>16580</b>	<b>2000</b>	<b>18580</b>	<b>2244.42</b>	<b>2876.42</b>	<b>15%</b>	<b>PALMERS MEADOW</b>	<b>2,835.00</b>	<b>1279</b>	<b>1279</b>	<b>45%</b>

FACILITIES							FACILITIES				
EXPENDITURE	ORIGINAL BUDGET	From RESERVES	Total Budgeted Spend incl Reserves	PROJECTED TO DATE	ACTUAL	% of Budget Reached TO DATE	INCOME	ORIGINAL BUDGET	PROJECTED TO DATE	ACTUAL	% of Budget Reached TO DATE
	2015-16	2015-16	2015-16	Jul-15	Aug-15			2015-16	Jun-15	Jul-15	
<b>The Burgage</b>											
Grass Cutting	2300		2300	330.00	330.00	14%	Bonfire	120			
Kyre Bank Strimming	800		800								
Play Area	500		500	30.00	30.00	6%	Car Boot Sales	600	800.00	800.00	133%
Shrubs & Flowers	400		400								
Japanese Knotweed	500		500								
Premises License	80		80	70.00	70.00	88%					
Honeycomb Grid for Access	2000	11750	13750	11,750.00	11,750.00	85%					
	<b>6580</b>	<b>11750</b>	<b>18330</b>	<b>12180</b>	<b>12180</b>	<b>66%</b>		<b>720</b>	<b>800</b>	<b>800</b>	<b>111%</b>
<b>Bowling Green</b>											
Treatment & Scarifying	1500		1500	50.00	50.00	3%	Bowling Club	572			
							Bowling League	572			
							Pay per Use Fees				
	<b>1500</b>		<b>1500</b>	<b>50</b>	<b>50</b>	<b>3%</b>		<b>1144</b>			
<b>Tennis Courts</b>											
Repair & Upkeep	1500	750	2250	750.00	750.00	33%	Tennis Club Fees	1002			
Tennis Courts Project Reserves	4000		4000				Pay per Use Fees	150	38.00	38.00	25%
	<b>5500</b>	<b>750</b>	<b>6250</b>	<b>750</b>	<b>750</b>	<b>12%</b>		<b>1152</b>	<b>38</b>	<b>38</b>	<b>3%</b>
<b>Pavilion &amp; Groundsmans Shed</b>											
Electricity	1100		1100	119.98	119.98	11%					
Water	150		150	95.18	95.18	63%					
Rates	340		340	132.00	166.00	49%					
Building Maintenance	500		500								
Electrical Maintenance	500		500		57.95	12%					
Pavilion Roof Maintenance	250		250								
Project Reserves	2000		2000								
	<b>4840</b>		<b>4840</b>	<b>347.16</b>	<b>439.11</b>	<b>9%</b>		<b>-</b>			
<b>THE BURGAGE</b>	<b>18420</b>	<b>12500</b>	<b>30920</b>	<b>13,327.16</b>	<b>13,419.11</b>	<b>43%</b>	<b>THE BURGAGE</b>	<b>3,016.00</b>	<b>838</b>	<b>838</b>	<b>28%</b>
<b>General Costs</b>											
Groundsman Tools	750		750	714.23	714.23	95%	Cemetery charges	200			
Petrol/Diesel	150		150	46.87	46.87	31%					
Maintenance of Equipment	600		600	70.00	70.00	12%					
Maintenance Costs	1200		1200	305.62	305.62	25%					
Tree Work	1000		1000	225.00	225.00	23%					
Tree Reserves	1000		1000								
Groundsman Training	700		700								
	<b>5400</b>		<b>5400</b>	<b>1361.72</b>	<b>1361.72</b>	<b>25%</b>		<b>200</b>	<b>-</b>	<b>-</b>	
<b>Subtotal</b>	<b>69,200.00</b>	<b>16250</b>	<b>85450</b>	<b>25894.63</b>	<b>29856.56</b>	<b>35%</b>		<b>14451</b>	<b>4302</b>	<b>5090.5</b>	<b>35%</b>
<b>Contingency Fund</b>	2000		2000								
<b>FACILITIES TOTAL</b>	<b>71200</b>	<b>16250</b>	<b>87450</b>	<b>25895</b>	<b>29857</b>	<b>34%</b>	<b>FACILITIES TOTAL</b>	<b>14451</b>	<b>4302</b>	<b>5090.5</b>	<b>35%</b>

ADMINISTRATION							ADMINISTRATION				
EXPENDITURE	ORIGINAL BUDGET	From RESERVES	Total Budgeted Spend incl Reserves	PROJECTED TO DATE	ACTUAL	% of Budget Reached TO DATE	INCOME	ORIGINAL BUDGET	PROJECTED TO DATE	ACTUAL	% of Budget Reached TO DATE
	2015-16	2015-16	2015-16	Jul-15	Aug-15			2015-16	Jun-15	Jul-15	
Petty Cash	200		200	200.00	200.00	100%					
Telephone/Broadband	600		600	138.97	138.97	23%					
Stationery & Misc.	300		300	60.41	60.41	20%					
Photocopying	600		600	160.16	250.46	42%					
Lone Worker Alarm	120		120	56.42	56.42	47%					
Computer & software	300		300								
	<b>2,120.00</b>	<b>-</b>	<b>2120</b>	<b>615.96</b>	<b>706.26</b>	<b>33%</b>		<b>-</b>			
<b>Council Running Costs</b>							<b>Council Running Costs</b>				
Audit etc.	750		750				Recovered VAT	9000			
Internal Auditors Fee	250		250	150.00	150.00	60%	Wayleaves	45			
Elections	700		700								
Fees (Legal)	1000		1000				Interest on A/Cs	20	47.05	47.05	235%
Memberships CALC/SLCC	1200		1200	925.64	925.64	77%	Hereford and Worcester A/C	10			
Training Courses	500		500	221.77	221.77	44%					
Travel Allowances	200		200								
Insurance (all buildings)	5500		5500	5,819.65	5,819.65	106%					
Bank Charges	250		250	16.62	16.62	7%					
Employers Nat.Ins	4500		4500	1,084.10	1,084.10	24%					
	<b>14850</b>		<b>14850</b>	<b>8217.78</b>	<b>8217.78</b>	<b>55%</b>		<b>9075</b>	<b>47.05</b>	<b>47.05</b>	<b>1%</b>
<b>Community Services</b>							<b>Community Services</b>				
Street Lighting	2500		2500	511.09	511.09	20%					
Hanging Baskets	1000		1000	1,881.45	1,881.45	188%	Hanging Baskets	1000	860.00	1000.00	100%
Bus shelter, maintenance/cleaning	200		200	30.00	30.00	15%					
Flood Clean Up Reserves	1000		1000	30.00	30.00	3%					
	<b>4,700.00</b>	<b>-</b>	<b>4700</b>	<b>2,452.54</b>	<b>2,452.54</b>	<b>52%</b>		<b>1,000.00</b>	<b>860.00</b>	<b>1,000.00</b>	<b>100%</b>
<b>Donations</b>							<b>Donations</b>				
Tenbury in Bloom	150		150	150.00	150.00	100%					
Tenbury Tourism	350		350	350.00	350.00	100%					
Tenbury CAB	1000		1000								
Tenbury CoT Christmas Lights	500		500	500.00	500.00	100%					
Tenbury Transport Trust	500		500	500.00	500.00	100%					
	<b>2500</b>		<b>2500</b>	<b>1500</b>	<b>1500</b>	<b>60%</b>					
<b>Promotion</b>							<b>Promotion</b>				
Advertising	1000		1000	40.00	255.00	26%					
Web Site	150		150								
	<b>1,150.00</b>	<b>-</b>	<b>1150</b>	<b>40.00</b>	<b>255.00</b>	<b>22%</b>					
<b>Loans</b>							<b>Loans</b>				
Public Works Loan Board(all loans)	2701		2701	1,970.83	1,970.83	73%					
	<b>2701</b>		<b>2701</b>	<b>1970.83</b>	<b>1970.83</b>	<b>73%</b>					

ADMINISTRATION						ADMINISTRATION					
<b>Payback Schemes</b>						<b>Payback Schemes</b>					
Lengthsman	3000	3000	655.50	655.50	22%	Lengthsman	3000	212.75	437.00	15%	
Footpaths	500	500				Footpaths	500				
Rate Relief	150	150	150.98	150.98	101%	Rate Relief	150				
	<b>3650</b>	<b>3650</b>	806.48	806.48	22%		3650	212.75	437	12%	
<b>SUB TOTAL</b>	<b>31671</b>	<b>31671</b>	<b>15603.59</b>	<b>15908.89</b>	<b>50%</b>	<b>SUB TOTAL</b>	<b>13725</b>	<b>1119.80</b>	<b>1484.05</b>	<b>11%</b>	
<b>Contingency Fund</b>	1000	1000	500.00	500.00	50%						
<b>ADMIN SUB TOTAL</b>	<b>32671</b>	<b>32671</b>	<b>16103.59</b>	<b>16408.89</b>	<b>50%</b>	<b>ADMIN SUB TOTAL</b>	<b>13725</b>	<b>1120</b>	<b>1484</b>	<b>11%</b>	
<b>WAGES/ALLOWANCES</b>						<b>WAGES/ALLOWANCES</b>					
Mayors Allowance	1500	1500	90.00	176.85	12%						
SALARIES	62000	62000	20,545.73	20,545.73	33%						
<b>WAGES/ALLOWANCES TOTAL</b>	<b>63500</b>	<b>63500</b>	<b>20635.73</b>	<b>20722.58</b>	<b>33%</b>						
<b>ADMIN GRAND TOTAL</b>	<b>96171</b>	<b>96171</b>	<b>36739.32</b>	<b>37131.47</b>	<b>39%</b>	<b>ADMIN GRAND TOTAL</b>	<b>13725</b>	<b>1119.8</b>	<b>1484.05</b>	<b>11%</b>	

OVERVIEW						OVERVIEW					
EXPENDITURE	2013/14	From RESERVES	Total Budgeted Spend incl Reserves	ACTUAL	PROJECTED TO DATE	% of Budget Reached TO DATE	INCOME	ORIGINAL BUDGET	PROJECTED TO DATE	PROJECTED TO DATE	% of Budget Reached TO DATE
	BUDGET	2015-16	2015-16	Jul-15	Aug-15			2015-16	Jun-15	Jul-15	
FACILITIES	71200	16250	87450	25,894.63	29,856.56	34%	FACILITIES	14451	4,302.00	5,090.50	35%
ADMINISTRATION	96171		96171	36,739.32	37,131.47	39%	ADMINISTRATION	13725	1,119.80	1,484.05	11%
SUBTOTAL	167371	16250	183621	62634	66988	36%	SUBTOTAL	28176	5,421.80	6,574.55	23%
							PRECEPT	127142	63,571.00	63,571.00	50%
							Parish Grant	12053	6,026.50	6,026.50	50%
<b>GRAND TOTAL</b>	<b>167371</b>	<b>16250</b>	<b>183621</b>	<b>62634</b>	<b>66988</b>	<b>36%</b>	<b>GRAND TOTAL</b>	<b>167371</b>	<b>68993</b>	<b>70146</b>	<b>42%</b>

Financial Year ending 31/3/16	CURRENT RESERVES					TOTALS
	UNITY TRUST	UNITY TRUST	Alto Card Petty Cash	Barclay Card	WCC Deposit A/C	
Balance at 22/06/2015 (cash at bank and in hand)	45573.56	60148.85	172.05	-133.29	953.46	106714.63
Balance at 27/07/2015 (cash at bank and in hand)	25904.51	60179.46	161.14	-1750.00	953.46	85448.57
Variance	-19669.05	30.61	-10.91	-1750.00	0.00	-21266.06

## APPROVED TRANSACTIONS - CLEARED ACCOUNTS

Payee	Payment Ref	Date	Amounts	Reference
Transaction Credit	3	23/06/15	761.00	Cheques Received
WCC		23/06/15	548.50	Recycling Credit
B/P to: Advantage BusSuppl	1516043	23/06/15	-35.56	Paper & Envelopes
B/P to: MTM ContractingLtd	1516044	23/06/15	-888.00	April Mowing Burgage & Palmers x 4 - Bowling Gre
B/P to: Carpenter Goodwin	1516045 & 046	23/06/15	-812.99	Mower & Brush Cutter
B/P to: GBS RE PWLB	1516050	23/06/15	-1970.83	1st Bi-Annual Loan Repayment 15/16
B/P to: Barclaycard Commer	1516052	23/06/15	-133.29	Credit Card Transactions May 2015
B/P to: A H Caldicott	1516054	23/06/15	-2381.40	Insulation Works at Regal
B/P to: Worcs CALC	1516055	23/06/15	-30.00	Clerk CiLCA Briefing
B/P to: Tav's Cafe	1516056&063	23/06/15	-90.00	Buffet for Cllr Training 28/05/15 & 11/06
B/P to: British Gas	1516057	23/06/15	-192.23	Gas for Pump Rooms 28.3.15 to 21.5.15
B/P to: Advantage BusSuppl	1516058	23/06/15	-20.12	Ring Binder Folders Cllr Training
B/P to: Npower	1516061	23/06/15	-51.26	Closing Bill Pump Rooms Electric
B/P to: C. Bunn Lengthsman	1516062	23/06/15	-212.75	Lengthsman May
B/P to: J G Banfield	1516064	23/06/15	-23.40	Keys Cut and Key Tags
SALARY PAYMENTS JUNE	M3	23/06/15	-4832.84	SALARY PAYMENTS
Unpaid Cheque Inwards Fee		24/06/15	-6.00	Unpaid Cheque Inwards Fee
Unpaid Cheque - Tenbury United Football Club		24/06/15	-246.50	Unpaid Cheque - Tenbury United Football Club
B/P to: Adrian Hope Tree	1516059	26/06/15	-270.00	Survey of Trees Burgage & Cemetery
Opus Energy	18609072	29/06/15	-64.71	Pump Rooms Electricity
Girobank Core Business	Cash	29/06/15	510.00	Cash Deposits
Transaction Credit	4	29/06/15	180.00	Cheques Received
Unity Trust		30/06/15	16.44	Credit Interest
Unity Trust		30/06/15	30.61	Credit Interest
Unity Trust		01/07/15	14.64	Goodwill Payment re Barclaycard
Tenbury NILS	1516079	02/07/15	-500.00	Donation from Reserves 300005
Action for Children	1511716	03/07/15	94.50	Hire of Pump Rooms
Petty Cash - Items	Cash	03/07/15	-10.91	Milk, Coffee
Tenbury Tourism	1516076	06/07/15	-350.00	Donation Cheque 300001
Tenbury CoT Christmas Lights	1516077	06/07/15	-500.00	Donation Cheque 300002
Regal Tenbury Trust		06/07/15	367.00	Regal Rent
UK Fuels Ltd	1516086	07/07/15	-24.71	Petrol for Mower
MHDC	1516091	07/07/15	-30.00	Mayors Parade Traffic Diversion
Herefordshire Housing Limite	1516092	07/07/15	-28.21	Community Alarm Monitoring Service - 01/07/14 -
A H Caldicott	1516072	08/07/15	-144.35	Plumbing Work - Stand Pipe on Palmers Meadow
Helping Hand	1516074	08/07/15	-44.09	Handiscoop Poop Scoopers
CMP Consult	1516083	08/07/15	-500.00	Funding Research & Applications
J G Banfield & Sons Ltd	1516087	08/07/15	-24.55	Groundsman Key & Padlock, Knob, Bug Killer & Glu
Mr C. Bunn	1516088	08/07/15	-218.50	Lengthsman June
Caldicott	1516093	08/07/15	-38.05	Items for Painting
WCC		10/07/15	224.25	Lengthsman
Herefordshire Fire Alarm Serv	1516069	10/07/15	-108.00	Pump Rooms Service of Fire Alarm System & Emer
Tenbury Transport Trust	1516078	10/07/15	-500.00	Donation Cheque 300003
Orange Payment Processing	1516080	10/07/15	-7.38	Groundsman's Phone
Npower	1516084	13/7	-125.98	Electricity Sports Pavillion Rooms - 31/03/15 to 26/
Npower	1516085	14/7	-113.54	Electricity to Sports Changing Rooms - 17/03/15 to
Mainstream Digital Ltd	1516089	14/7	-6.56	Call charges 01.04.14 - 30.04.14
Mainstream Digital Ltd	1516090	14/7	-64.76	Quarterly Rental 12.06.15 - 11.09.15
Malvern Hills District Council	1516065	15/7	-432.00	Rates Palmers Car Park
Malvern Hills District Council	1516066	15/7	-34.00	Rates Pavilion Burgage
Malvern Hills District Council	1516067	15/7	-307.00	Rates Pump Rooms
Bill White Nurseries	1516071	15/7	-2257.74	Baskets Planted and Delivered to Tenbury Wells Sh
HMRC	1516073	17/7	-3288.51	Q1 NICS & TAX April to June 2015
ABC Fostering	1513916	17/07/15	48.00	Hire of Pump Rooms
Centre For Musical Discovery	? 1418515	17/07/15	29.00	Hire of Pump Rooms
Barclaycard	1516081	20/7	-10.79	Credit Card Transactions June 2015
Barclaycard	1516081.1	20/07/15	-14.64	Additional Charges (credited back by UT)
West Mercia Supplies	1516082	22/07/15	-83.83	Photocopy Charges
J Price		22/07/15	50.00	Kettlercise
Npower	1516094	23/07/15	-613.31	Footway Lighting - 01/04 to 30/06
RPS Grounds Maintenance	1516096	23/07/15	-70.00	Mowing of Tenbury Cemetery
Girobank Core Business	Cash	24/07/15	190.00	Cash Deposits

## TRANSACTION TOTALS for JULY

-19669.05	30.61	-10.91	133.29	0.00	-19516.06
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**APPROVED TRANSACTIONS - NOT YET CLEARED ACCOUNTS**

Payee	Invoice	Inv. Date	Paym Ref	Total	VAT	Net	Approval Ref	Ref.
Advantage Business Supplies Ltd		31/07/15	1516068	£ 36.92	£ 6.15	£ 30.77	APP1516008	Folders, Paper Towels, Toilet Rolls etc
Society of Local Council Clerks		31/07/15	1516070	£ 90.00	£ 15.00	£ 75.00	APP1516008	VAT 2015 Course
Tenbury in Bloom			1516075	£ 150.00		£ 150.00	APP1516008	Donation Cheque 300004
Opus Energy			1516095	£ 61.89	£ 2.95	£ 58.94	APP1516010	Electric Pump Rooms 12/06/15 - 11/07/15
Transaction Credit			5	-£ 150.00		-£ 150.00		Cheques Received
SALARY PAYMENTS JULY		30/07/15	M4	£ 4,379.24		£ 4,397.24		SALARY PAYMENTS

**CURRENTLY OUTSTANDING TO END JULY** **£ 4,568.05**

**APPROVED CREDIT CARD PAYMENTS**

Payee	Invoice	Inv. Date	Paym Ref	Total	VAT	Net	Approval Ref	Ref.
WCC		06/07/15	1516053	£ 1,750.00	£ -	£ 1,750.00	APP1516006	Wedding license renewal

**TOTAL FOR JULY BILL PAYABLE IN AUGUST** **£ 1,750.00**

**AUGUST PAYMENTS CURRENTLY AWAITING APPROVAL**

Payee	Invoice	Inv. Date	Paym Ref	Total	VAT	Net	Approval Ref	Ref.
Unifire & Security Limited	18977	01/07/15	1516097	£ 69.54	£ 11.59	£ 57.95		The Recreation Ground - Inspection & Replaceme
West Mercia Supplies	A614572	14/07/15	1516098	£ 108.36	£ 18.06	£ 90.30		Lease from 13.08.15 to 12.11.15
Jaytee Publicity	5823	14/07/15	1516099	£ 50.00		£ 50.00		Tenbury Wells Tourist Guide Advert
Jaytee Publicity	5831	14/07/15	1516100	£ 165.00		£ 165.00		Tenbury Wells Tourist Guide Advert
Mayor Mark Willis		21/07/15	1516101	£ 86.85		£ 86.85		Mileage Claim
Roger Knight & Co	694/15	20/07/15	1516102	£ 240.00	£ 40.00	£ 200.00		Football Changing Rooms - Inspection & Report
J&C Joel	114583	22/07/15	1516103	£ 3,517.18	£ 586.20	£ 2,930.98		Regal curtain motor
Malvern Hills District Council			1516104	£ 432.00		£ 432.00		Rates Palmers Car Park
Malvern Hills District Council			1516105	£ 34.00		£ 34.00		Rates Pavilion Burgage
Malvern Hills District Council			1516106	£ 307.00		£ 307.00		Rates Pump Rooms
Barclaycard			1516053	£ 1,750.00	£ -	£ 1,750.00		Wedding License Renewal

**CURRENTLY OUTSTANDING TO END AUGUST** **£ 6,759.93**